

**MINUTES OF BOARD OF DIRECTORS MEETING**  
**Ocean Park Owners' Association, Inc.**  
**Wednesday, Feb. 9, 2022**  
**5:00pm EST**

A Board of Directors meeting of the Association was held in the Association office Wednesday, Feb. 9, 2022 pm EST and online through Zoom. A copy of these minutes is on our website. <https://www.keysenterprise.net/oceanparksouth> (You will need to register if you are a new user to the website.)

**Agenda**

1. Call to Order-Meeting was called to order by Tony Adams at 5:02 pm.
2. Certify a Quorum-A quorum was reached as all board members were present in person with the exception of Richard Wynn, who was there via Zoom.
3. Approval of Minutes (Budget Meeting – Nov.15, 2021)- Unanimous approval of minutes by the board.
4. Purpose of the Meeting: To follow up on miscellaneous items of the Board of Directors Meeting on April 27, 2021, and project updates.
5. Old Business
  - (a.) Future meetings (Zoom/In Person)- Future meetings will continue by Zoom/In person.
  - (b.) Smoking on property – “No Smoking” signs will be posted at all entrances.
  - (c.) Aaxon Laundry -The board will look into changing the method of payment when we look at awarding the new contract in December of 2023. Richard Wynn suggested we investigate going in with Ocean Park North as their contract is coming up soon. Lis will reach out to the OPN management and we will revisit this item.
  - (d.) Sales/Leases (Estoppels, warranty deeds, leases. right of approval, new leases, information to new owners isn't going out in a timely fashion, background checks). Carol will work with Keys to have better communication.
  - (e.) Status of E Building NE Corner – The board expects construction to begin again mid-March and be completed by June 1. The latest delay was the shoring company was unable to supply materials and another company had to be found. We are waiting for engineering approval of new shoring design.
  - (f.) G Building update – The contract has been signed with Cocoa Beach Plumbing. Now it goes to the City for approval. This project won't happen until late March or April. We will try to work with Cocoa Beach Plumbing for a start date that won't interfere with families visiting during spring break. The money for this project is from a past insurance claim. As soon as we have a start date, residents in the G building will be notified.

## 6. New Business

(a.) Sewer Replacement Overview – The main sewer line for our property was replaced as it was going across the property next door. During this location it was found that our cast iron sewer was well past its lifespan (and needed to be updated from a 4” pipe to a 6” pipe). In addition, in the future the sewer lines to each building will need to be replaced as well, (as sea water levels and drain cleaners corrode cast iron). This pipe corrosion was verified when the plumbers hooked the main sewer line to our buildings as connections were crumbling.

(b.) Maintenance- Residents may submit requests to TopsOne on our website ([keysenterprise.net/oceanparksouth](http://keysenterprise.net/oceanparksouth)). Stephen Morgan will continue to clean our building, but now Bernie Bean (Keys Enterprise) will be our maintenance person.

(c.) Insurance Validation- Tony is working with our insurance company which requires our electrical to be updated and our roof inspection validated.

(d.) Workmen’s Compensation Insurance-This insurance of \$600 annually covers our association if a company working onsite lets their insurance lapse without our knowledge.

(e.) Paver upkeep program offer- Carol has called the company that did our paver sealing to come back and evaluate their work before we consider doing regular maintenance with them for \$200 multiple times a year.

(f.) Pool Leak Evaluation- We are working with a company to inspect our pool for a leak. Multiple estimates for repairs will be requested.

(g.) Water shut off - Motion was made by Carol Berg and seconded by Tony Adams that if building water needs to be turned off by a plumber other than Cocoa Beach Plumbing, the unit owner will be billed for our maintenance person to do as the proper procedure is not always followed by plumbers not familiar with our building. The vote was unanimous in support.

(h.) Limit number of vehicles per driver – Motion was made by Tony Adams and seconded by Susan Braithwaite to limit the maximum number of vehicles per unit to two vehicles. The vote was unanimous in support. This will be on a trial basis, and the Board will revisit this issue in six months.

(i.) Annual Balcony Inspections – This week the E building balconies will be inspected and needed repairs will be done before the next building is done.

## 7. Adjournment – Meeting adjourned at 6:35pm.